

# IDAHO STATE CERTIFIED SHORTHAND REPORTERS BOARD

## APPLICATION FOR CERTIFICATION

### NOTICE

As noted in § 54-3112, Idaho Code, the board may refuse to issue or refuse to renew a license for any of the following causes: conviction of a felony or a misdemeanor involving moral turpitude; fraud or misrepresentation resorted to in obtaining a certificate; Fraud, dishonesty, corruption, willful violation of duty, gross incompetency in practice or unprofessional conduct in performing services as a certified shorthand reporter; persistent failure to perform duties; any physical or mental disability materially interfering with the performance of duties. **NOTE: ANY PRACTICE PRIOR TO OBTAINING A VALID LICENSE IS UNLAWFUL AND MAY RESULT IN CRIMINAL PROSECUTION AND DENIAL OF CERTIFICATION.**

### INSTRUCTIONS

All requested information must be provided and all questions must be answered. Failure to complete the application and/or include the required fees will result in its denial. The Board will review the information you submit, and may require you to submit additional materials, submit additional fees, and take all or part of the licensure examination.

### FEES

Application Fee \$50.00

FEES ARE NOT REFUNDABLE. All returned checks are subject to a \$20.00 fee and the application will be invalid.

### A.D.A. NOTICE

If you have a disability as defined under the Americans with Disabilities Act, and you require special accommodation, please attach a written request for special accommodation that identifies the specific services that are being requested to meet your special needs. A request for special accommodation must be accompanied by current medical documentation identifying your disability and supporting the need for the accommodations being requested.

The State of Idaho Certified Shorthand Reporters Board Laws and Rules may be downloaded at: [www.ibol.idaho.gov](http://www.ibol.idaho.gov)

Questions regarding this application or the requirements for certification may be addressed to:

**IDAHO STATE CERTIFIED SHORTHAND REPORTERS BOARD**  
**BUREAU OF OCCUPATIONAL LICENSES**  
**700 West State Street, P.O. Box 83720**  
**Boise, Idaho 83720-0063**  
[sre@ibol.idaho.gov](mailto:sre@ibol.idaho.gov)

